



Eldorado Community
Improvement Association, Inc



Monthly Management Report for Eldorado

March 11, 2020

Annual Meeting/Election:	Insurance Renewal:
May 2020	April 2021 – Daniels Insurance
Board Terms: One Year	Assessments
President: Nancy Sulzberg (Expires - 5/2/2022)	\$550 annually
Vice President: Melicent D'Amore (Expires - 5/2/2021)	
Treasurer: Salvatore Monaco (Expires - 5/3/2021)	
Secretary: Carol Sanguinetti (Expires - 5/3/2022)	
Director: David Sorkin (Expires - 5/4/2020)	
Open Term (Expires - 5/4/2020)	
Open Term (Expires 5/4/2020)	
Investment Renewals:	Bank Signature Card, Board Member:
ALLIANCE RES CD-501 – 2/27/21 CAB RES CD-901 – 3/7/21 NYCB RES CD-187 – 2/27/20 BBVA RES CD-894 – 3/12/20	Salvatore Monaco Nancy Sulzberg Melicent D'Amore
Current Association Projects:	Status:
HOAMCO Staff	<u>General Manager</u> - Julie Navarro <u>Facilities Manager</u> - Mike Rogers <u>Executive Assistant</u> - Rachel Turnbough <u>Pool Manager</u> - Jessica Collins <u>Community Relations</u> - Diana Oliver <u>Maintenance</u> Leonard Prada – Supervisor Lawrence Sanchez Joe Everts <u>Facility Attendants</u> Andrea Ortiz & Sandy Gonzalez

Committee	Update:
F&G Committee	<p>GM/OM/PM Status Updates</p> <ul style="list-style-type: none"> • Pool Rehabilitation Phase II <ul style="list-style-type: none"> ○ Still on Schedule; everything to be ready before planned Memorial weekend opening; ○ Plan to put out RFPs for outdoor shower, re-stucco walls, remediation in changing rooms. • Tracking Calendar for 2020 Capital and Reserve Expense Projects - Board, in past, had requested a complete calendar for all capital and reserve expense projects. GANTT for major projects and status tracking document for other projects handed out and discussed. Still no anticipated start and end dates on smaller projects. • Thoughts on 2020 Pool and General Activities <ul style="list-style-type: none"> ○ Insurance carrier has approved water volleyball as new activity; ○ Still seeking insurance coverage for swimming lessons; ○ Funded accessories to include nets and kick-boards; others to follow; ○ 6 lifeguards have indicated intent to serve; Jessica looking for 4 to 9 additional; will be recruiting via several media outlets. • Parking Lot Lighting Project - due to lead time to get parts, anticipate completion near end of May. Going with 16 ft. poles as they are less expensive than 15 ft. poles. • "Caliber"-based Maintenance Mgt. - Review Procedures with Examples <ul style="list-style-type: none"> ○ Julie showed screens and data base being used; ○ Mike to inspect all R&R defined assets once per month, logging these activities. Those found with defects will be written up and scheduled for repair/replacement; ○ Maintenance staff also instructed to report unusual findings when performing their assigned duties; ○ Monthly recap report of maintenance activities and inspection findings will be provided, similar in format to existing problem tracking report. <p>Old Business</p> <ul style="list-style-type: none"> • Pool Rehabilitation - Phase II - Contracts have been signed with Poolside for re-configuring the mechanical room and with Exerplay for the shade structures. Poolside began work on Dec 27 and has removed all old equipment being replaced, has poured a new concrete floor (which will be epoxied after the concrete has firmed up) and patched and painted walls and ceilings. Exerplay will begin work on Feb 10. Parking Lot Lighting - Mike has received bids from Dahl Electric. Phase I (install lights where there are existing dark areas) is estimated at \$3,872. Phase II (modify existing lights to comply with "night sky" standards) is estimated at \$6,776. It was

<p>Election Committee</p>	<p>suggested that it might be more practical to do both phases at the same time. As the current budget is \$7,200, Nolan will work with Mike to take a request for the additional funding to the Jan. Finance Committee meeting (providing documentation prior to the meeting).</p> <ul style="list-style-type: none"> • Lighting the Tennis and Basketball Courts -Mike received estimates from Dahl. Lighting the tennis courts would run about \$60.2K and lighting the basketball courts \$21.1K. As these would be 2021 or later projects it was decided to survey the residents about the desirability to provide these amenities. Nolan will also work with Mike to explore other less costly options. • (ADDED) Activities during 2020 - It was suggested that an e-blast be circulated asking for residents to attend an evening meeting where they could offer suggestions for activities/programs for the year. Diana would probably be the coordinator of this effort. It was also mentioned that some of these activities, if indoors, could possibly be offered at the Max Coll Center. <p>New Business</p> <p>New Business - F&G Committee Elections for 2020 Term - All elected by unanimous vote:</p> <ul style="list-style-type: none"> • Chair - Kathy Ritschel • Asst. Chair - Mary Ellen Donat • Secretary - Nolan Zisman <p>New Business</p> <ul style="list-style-type: none"> • Replacement Ballot <ul style="list-style-type: none"> ○ Committee reviewed replacement ballot instructions. Committee had extended discussion on format of replacement envelopes, affidavits and the replacement ballots. No markings will be on the replacement ballot. The replacement envelopment will be marked as “replacement”, with a suggestion of using a rubber stamp. ○ Diana Oliver will handle initial requests for replacement, perform necessary identity and membership status checks, and obtain signature on replacement affidavit. Diana will then obtain replacement from GM or Assistant GM and then deliver replacement package to Member. • Training with GM and Rachel for Replacement Ballots – Diana Oliver will be trained on the Replacement Ballot process as opposed to Rachel. • Bylaws Article 11 Section 1 – Discussion ensured Committee capabilities and restrictions, specifically on the ability to “go into” executive session.
----------------------------------	--

After Hours Emergency Calls:					
		None in the last 30 days			
Financial Reporting:		Status:			
January 2020 Financials February 2020 Financials		Emailed to BOD w/packet on 2/07/2020 Emailed to BOD w/packet on 3/05/2020			
Balances (as of 02/29/2020)		Operating Accounts: \$1,688,019.48 Reserve Account: \$738,067.54			
Reserve Contributions					
Notable Variances:					
Account #	Description	Budgeted	Actual	Variance	Comments
GL-6001	Digital Documents Payroll	\$2,100.00	\$4,618.31	\$2,518.31	Jessica worked full time this month
GL-6380	Machinery Gas & Oil	\$100.00	\$3,101.99	\$3,001.99	Tractor Repair

Respectfully Submitted by:
Julie Navarro | General Manager